

1400 Interior, Department of the
 1401 Office of the Secretary of the Interior
 1422 Bureau of Land Management
 1428 Office of Water Research and Technology
 1432 Bureau of Mines
 1434 Geological Survey
 1436 Office of Minerals Policy and Research Analysis
 1438 Office of Surface Mining Reclamation and Enforcement
 1443 National Park Service
 1448 U.S. Fish and Wildlife Service
 1450 Bureau of Indian Affairs
 1455 Office of Territorial and International Affairs

1500 Justice, Department of
 1524 Drug Enforcement Administration
 1528 Immigration and Naturalization Service
 1531 Antitrust Division
 1535 Civil Rights Division
 1540 Bureau of Prisons
 1542 National Institute of Corrections
 1545 Community Relations Service
 1549 Federal Bureau of Investigation
 1550 Office of Justice Assistance, Research, and Statistics

1600 Labor, Department of
 1620 Bureau of International Labor Affairs
 1625 Bureau of Labor Statistics
 1630 Employment and Training Administration
 1635 Employment Standards Administration
 1640 Labor-Management Services Administration
 1645 Mine Safety and Health Administration
 1650 Occupational Safety and Health Administration

6900 Transportation, Department of
 6920 Federal Aviation Administration
 6925 Federal Highway Administration
 6930 Federal Railroad Administration
 6940 National Highway Traffic Safety Administration
 6943 Research and Special Programs Administration
 6950 United States Coast Guard
 6955 Urban Mass Transportation Administration

2000 Treasury, Department of the
 2022 Bureau of Alcohol, Tobacco, and Firearms
 2023 Office of Revenue Sharing
 2050 Internal Revenue Service

4400 ACTION

4602 Appalachian Regional Commission

8100 Community Services Administration

6800	Environmental Protection Agency
6820	Air, Noise, and Radiation Programs
6825	Enforcement
6830	Pesticides and Toxic Substances Programs
6840	Research and Development
6845	Water and Waste Management Programs
4500	Equal Employment Opportunity Commission
5800	Federal Emergency Management Agency
2900	Federal Trade Commission
4700	General Services Administration
6700	International Communication Agency
8000	National Aeronautics and Space Administration
5920	National Endowment for the Arts
5940	National Endowment for the Humanities
4900	National Science Foundation
3100	Nuclear Regulatory Commission
2400	Office of Personnel Management
1665	Pension Benefit Guaranty Corporation
6000	Railroad Retirement Board
7300	Small Business Administration
3300	Smithsonian Institution
3600	Veterans Administration
3620	Medicine and Surgery
3630	Memorial Affairs
3640	Veterans Benefits
8500	Water Resources Council

Please call the National Bureau of Standards or the Office of Management and Budget to find the proper coding for agencies and bureaus not listed.

FEDERAL ASSISTANCE AWARD DATA SYSTEM
DEFINITIONS FOR CODING TYPE OF ASSISTANCE TRANSACTION
(FIELD 18)

1. General Guidelines

- a. Entries in this field should use the definitions for grant and cooperative agreement found in 41 U.S.C. 504 and 505 and Types of Assistance codes contained in the Catalog of Federal Domestic Assistance, which follow.
- b. OMB/IGA is presently working on defining terms applicable to other types of assistance transactions as required by Public Law 95-224. OMB/IGA will issue interpretive guidelines as soon as practicable. Reporting should be made using the agency's existing practices until these interpretive guidelines are issued.

2. Definitions

92 STAT. 4

PUBLIC LAW 95-224—FEB. 3, 1978

USE OF GRANT AGREEMENTS

41 USC 504.

Transfers.

Sec. 5. Each executive agency shall use a type of grant agreement as the legal instrument reflecting a relationship between the Federal Government and a State or local government or other recipient whenever—

(1) the principal purpose of the relationship is the transfer of money, property, services, or anything of value to the State or local government or other recipient in order to accomplish a public purpose of support or stimulation authorized by Federal statute, rather than acquisition, by purchase, lease, or barter, of property or services for the direct benefit or use of the Federal Government; and

(2) no substantial involvement is anticipated between the executive agency, acting for the Federal Government, and the State or local government or other recipient during performance of the contemplated activity.

PUBLIC LAW 95-224—FEB. 3, 1978

92 STAT. 5

USE OF COOPERATIVE AGREEMENTS

Sec. 6. Each executive agency shall use a type of cooperative agreement as the legal instrument reflecting a relationship between the Federal Government and a State or local government or other recipient whenever—

(1) the principal purpose of the relationship is the transfer of money, property, services, or anything of value to the State or local government or other recipient to accomplish a public purpose of support or stimulation authorized by Federal statute, rather than acquisition, by purchase, lease, or barter, of property or services for the direct benefit or use of the Federal Government; and

(2) substantial involvement is anticipated between the executive agency, acting for the Federal Government, and the State or local government or other recipient during performance of the contemplated activity.

41 USC 505.

Transfers.

CATALOG OF FEDERAL DOMESTIC ASSISTANCE

TYPES OF FINANCIAL ASSISTANCE

- A **Formula Grants** — Allocations of money to States or their subdivision in accordance with a distribution formula prescribed by law or administrative regulation, for activities of a continuing nature not confined to a specific project.
- B **Project Grants** — The funding, for fixed or known periods, of specific projects or the delivery of specific services or products without liability for damages for failure to perform. Project grants include fellowships, scholarships, research grants, training grants, traineeships, experimental and demonstration grants, evaluation grants, planning grants, technical assistance grants, survey grants, construction grants, and unsolicited contractual agreements.
- C **Direct Payments for Specified Use** — Financial assistance from the Federal Government provided directly to individuals, private firms, and other private institutions to encourage or subsidize a particular activity by conditioning the receipt of the assistance on a particular performance by the recipient. This does not include solicited contracts for the procurement of goods and services for the Federal Government.
- D **Direct Payments with Unrestricted Use** — Financial assistance from the Federal Government provided directly to beneficiaries who satisfy Federal eligibility requirements with no restrictions being imposed on the recipient as to how the money is spent. Included are payments under retirement, pension, and compensation programs.
- E **Direct Loans** — Financial assistance provided through the lending of Federal monies for a specific period of time, with a reasonable expectation of repayment. Such loans may or may not require the payment of interest.
- F **Guaranteed/Insured Loans** — Programs in which the Federal Government makes an arrangement to indemnify a lender against part or all of any defaults by those responsible for repayment of loans.
- G **Insurance** — Financial assistance provided to assure reimbursement for losses sustained under specified conditions. Coverage may be provided directly by the Federal Government or through private carriers and may or may not involve the payment of premiums.

OMB A-34 REFERENCE

Secs. 22.1

INSTRUCTIONS ON BUDGET
EXECUTION (JULY 1976)

Concept of Obligations

22.1 General concept.

Obligations incurred are defined in section 21 to include amounts of orders placed, contracts awarded, services received, and similar transactions during a given period that will require payments during the same or a future period.

In addition to orders and contracts for future performance, obligations incurred include: (a) the value of goods and services accepted and other liabilities arising against the appropriation or fund without a formal order, and (b) outlays made for which obligations were not previously reported.

Generally, for contracts within or beyond the fiscal year involving periodic recurring services (such as rent), obligations incurred will exclude amounts for services not yet performed even though the total amount of the contract is definite. (See section 25.1C for exceptions.) For application of the concept of obligations to loan guarantees, see section 25.1L. Except as specifically provided herein, the concept of obligations excludes unfunded contingent liabilities.

The Supplemental Appropriations Act, 1955 (31 U.S.C. 200), prescribes that no amount shall be reported as an obligation unless supported by documentary evidence of transactions authorized by law, such as: a binding agreement in writing, a valid loan agreement, an order, a grant or subsidy, a liability resulting from pending litigation, employment, expenses of travel, or any other legal liability of the United States. It further states that "... certification and records shall be retained in the agency in such form as to facilitate audit and reconciliation. . . ."

Agency heads are responsible for assuring that

amounts reported as obligations of an account include all known obligations chargeable to that account and are supported by the documentary evidence cited above. Moreover, agency heads should assure that obligations are not understated due to a delay in documentation.

22.2 Adjustment of obligations incurred.

Except as provided in the following two paragraphs, obligations incurred will be net of the following: (a) cancellations of prior obligations, (b) downward adjustments for the difference between obligations previously recorded and actual payments thereof, and (c) refunds arising during the reporting period in recovery of erroneous payments or due to accounting adjustments.

Adjustments in unexpired accounts: For material changes in unexpired accounts of the foregoing nature relating to obligations incurred in prior years, the transactions will not be netted but reported separately as "recoveries of prior year obligations."

Adjustments in expired accounts: For expired accounts (including annual limitations on the use of revolving or other no-year funds), all adjustments of obligations are netted and the result reported as obligations incurred.

22.3 Timing of obligations.

The principles that are used in determining which fiscal year's appropriation is to be charged at the end of the fiscal year will also be used for the determination of the obligations for any period within the fiscal year (with the minor exceptions noted in sections 25.1B and 25.1D(8)).

**F. GRANTS AND TAXES PAYABLE TO STATE
AND LOCAL GOVERNMENTS**

Obligations incurred

Unless otherwise required by law, the amount of obligations to be included for Federal grant-in-aid programs, shared revenues, and taxes payable to States and political subdivisions will be determined as follows:

- (1) For grants that involve no administrative determination and are automatically fixed by a statutory formula or specified by law, the obligation to be reported will be the amount determined by the application of the formula or the amount appropriated, whichever is smaller at the time the amount so determined becomes available to the grantee.
- (2) For grants based upon approved financial programs, obligations to be reported will cover only the period of time for which the financial requirements have been established and approved, and for which it has been administratively determined that funds will be paid to grantees. For example, if requirements have been established and approved for one month, and it has been determined that payment will be made on the basis of such approval, obligations will be based on the requirements for that month.
- (3) For grants based upon approved construction and related projects, the Federal share of the project will be considered to be obligated at the time the project is approved by the appropriate Federal authority.
- (4) For any other grants involving administrative determination, obligations will cover the amount approved for payment at the time the determination is made.
- (5) Payments in lieu of taxes will be reported as obligations at the time the taxes would be due.
- (6) Taxes and assessments based on property valuation will be reported as an obligation at the time payment is due, unless further action by the Congress is necessary to authorize payment. For revolving funds and other cases specifically authorized by law, taxes will be recorded as they accrue.

Obligations for grants administered through the letter-of-credit financing mechanism will be determined on the same basis as outlined above. Since drawdowns on letters of credit are not ordinarily coincident with the incurring of obligations, it is imperative that obligations be duly recorded prior to such drawdowns.

Under either the automatic grants or those based on administrative determinations, the fact that recipient agencies are required to match Federal contributions does not affect the Government's obligation. However, in any case where an agency determines that future payments on an approved program should be modified or discontinued, the obligation previously reported will be adjusted accordingly.

Accrued expenditures and applied costs

Include amounts that are owed for performance rendered and amounts that have been approved for payment where no performance is required. However, advance payments, where performance is required, remain assets until the money is earned by the payee, at which time the advance outstanding is reduced and the accrued expenditure is recognized. Taxes, assessments, and payments in lieu of taxes will be reported at the same time as obligations incurred.

G. OTHER GRANTS, SUBSIDIES, AND CONTRIBUTIONS

Obligations incurred

The amount of obligations for grants, subsidies, and contributions, other than those referred to above, will be determined as follows:

- (1) Amounts based upon contracts or agreements will be recorded at the time the contract or agreement is consummated.
- (2) Amounts to be paid in accordance with treaties will be recorded at the beginning of the period for which the money is appropriated.
- (3) All other grants, subsidies, and contributions will be recorded at the time the payment is made.

Accrued expenditures and applied costs

Include amounts that have become legally due for performance rendered and amounts administratively approved for payment where no performance is required, except that amounts to be paid in accordance with treaties will be recorded at the beginning of the period for which the money is appropriated.

**H. PENSIONS, ANNUITIES, INSURANCE CLAIMS,
REFUNDS, AWARDS, AND INDEMNITIES**

Obligations incurred

Include amounts determined administratively or judicially to be due and payable when no further action is required by the Congress to authorize payment.

Accrued expenditures and applied costs

Same as obligations incurred.

I. INTEREST AND DIVIDENDS

Obligations incurred

Include the amount of interest owed or dividends declared (other than dividends payable from a Government-owned fund to the Treasury) during the reporting period.

Accrued expenditures and applied costs

For ordinary interest, same as obligations incurred. In the case of premiums and discounts, see section 24.2.

J. INVESTMENTS

Obligations incurred

Include purchases of securities (other than the par value of U.S. Government securities) and other investments made during the period (see section 63.1).

Accrued expenditures and applied costs

Include outlays for securities (other than the par value of U.S. Government securities) and other investments made during the period (see sections 63.1 and 24.2).

K. LOANS

Obligations incurred

Include loan agreements entered into or loan payments made that were not preceded by loan agreements. Do not reduce loan obligations by collections on loans.

Accrued expenditures and applied costs

Include the amount of all loan payments made during the reporting period.

L. GUARANTEES

Obligations incurred

Include the amount of potential liability undertaken by the Government, except (1) where partial funding is authorized by law (for example, a requirement that 25 percent of the potential liability be set aside in a guaranty reserve), only the appropriate amount so specified will be included; or (2) where there is specified authority in law to issue guarantees without prior funding, an obligation will be recorded only for the amount of each claim adjudicated and determined to be payable.

Accrued expenditures and applied costs

Include only the amount of claims adjudicated and determined to be payable.